4-H SCHOLARSHIP & DEVELOPMENT COMMITTEE MEMBER
VOLUNTEER POSITION DESCRIPTION
Ellis County 4-H Program

PURPOSE: To secure donations from local businesses or private individuals to support the county 4-H scholarship fund. To assist at fundraising events developed by the committee.

RESPONSIBILITIES:
- Attend bi-monthly meetings
- Promote the Scholarship & Development mission to the community
- Manage the scholarship process for the county 4-H program, including promotion and identification of annual scholarship recipients annually.
- Secure donations and memorial gifts from local businesses or private donors
- Invest funds for the long term viability of the 4-H scholarship program
- Coordinate volunteers to assist at fundraising events
- Follow all guidelines & policies of the K-State Research and Extension, the Kansas 4-H program, and the county 4-H program

QUALIFICATIONS:
- The ability to communicate effectively with youth, parents and other adult volunteers, staff and the community at large.
- Belief in the importance of 4-H youth development and the ability to effectively communicate it to the community.
- Motivated to ask private individuals and/or businesses for donations/memorial gifts
- Self starter; be able to work with minimal supervision from professional staff
- A willingness to become familiar with and work within the philosophy and guidelines of K-State Research and Extension, Kansas 4-H, and the local 4-H program.

- TIME REQUIRED: One program year, renewable annually. Bi-monthly meetings and assistance in planning and carrying out fundraising activities as determined by the committee.

LOCATION: County Extension Office; leader’s home or business; local community facilities, other

RESOURCES AVAILABLE:
K-State Research and Extension in Ellis County agrees to:
- Provide training opportunities (local and/or area) that will help meet the needs of members, leaders, and parents.

SALARY:
Unsalaried: Volunteer
BENEFITS
• Expenses incurred and miles driven are tax deductible.
• Volunteer development opportunities
• Strengthen personal leadership, communication, organizational skills
• Opportunity to share your skills, talents, and interests
• The opportunity to make a difference in the life of a child
• Increased self worth by giving back to the community

RESPONSIBLE TO: K-State Research and Extension Staff, 4-H Program Development Committee & Ellis Co. Extension Council

MENTOR/SUPERVISING PROFESSIONAL
Susan Schlichting
County Extension Agent – 4-H Youth Development
601 Main St., Ste. A
Hays, KS 67601
(785) 628-9430
(785) 621-2002 – Fax
sschlich@oznet.ksu.edu
www.oznet.ksu.edu/ellis

I will work to “Make the Best Better” through my role as a Scholarship & Development Member
I will work to support volunteer efforts to “Make the Best Better” in Ellis Co. 4-H

Volunteer’s Signature  Date  Extension Professional Signature  Date

K-State Research and Extension is an equal opportunity provider and employer.